

HUDSON, NH BOARD OF SELECTMEN

Minutes of the June 8, 2021 Meeting

1. CALL TO ORDER - by Chairman Coutu the meeting of June 8, 2021 at 6:59 p.m. in the Hudson Community Center.
2. PLEDGE OF ALLEGIANCE led by Chief Buxton
3. ATTENDANCE
Board of Selectmen: Marilyn McGrath, David Morin, Kara Roy, Brett Gagnon
Staff/Others: Steve Malizia - Town Administrator; Jim Michaud - Town Assessor; Elvis Dhima - Town Engineer; Rob Buxton - Fire Chief; Paul Inderbitzen - Town Moderator
4. PUBLIC INPUT - none
5. Recognition, Resignations, Appointments and Interviews

Appointment:

Sustainability Committee (3 member vacancies. 3 expire 4/30/24, 1 expiring 4/30/22. 3 alternate vacancies to expire 4/30/22, 4/30/23, 4/30/24)

Ed Thompson

Selectman Morin made a motion, seconded by Selectman Gagnon to appoint Ed Thompson as a member to the Sustainability Committee with a term to expire 4/30/24. Carried 4-0.

Interview

Conservation Commission (1 member vacancy to expire 12/31/23. 2 alternate member vacancies 1 to expire 12/31/23, 1 to expire 12/31/22)

Sandra Rumbaugh

Selectman Morin made a motion, seconded by Selectman Gagnon to appoint Sandra Rumbaugh as a member to the Conservation Commission with a term to expire 12/31/23. Carried 4-0.

Chairman McGrath stated that consent item 6A-1, Map 209, Lot 1 Sub 1-1 was not listed on the agenda but was in the BOS packet. Selectman Morin made a motion seconded by Selectman Roy to approve consent item 6A-1, Map 209, Lot 1, Sub 1-1. Carried 4-0.

Chairman Morin then asked if there were any consent items that anyone wishes be pulled for separate consideration. Seeing none Selectman Roy made a motion seconded by Selectman Gagnon to approve all consent items listed. Carried 4-0.

6. CONSENT ITEMS

A. Assessing Items

1) Certification of Taxes Yielded/Timber Warrant: Map 194, Lot 9-3, 2 Aspen Drive Pelham, NH, Map 209, Lot 1, Sub 1-1

2) Current Use Lien Release: Map 194, Lot 9-3, 136 Standish Lane; Map 194, Lot 1-2, 165 Standish Lane; Map 194, Lot 10-4, 135 Standish Lane; Map 194, Lot 10-6, 145 Standish Lane

3) Elderly Exemption: Map 254, Lot 019, 120 Dracut Road

4) 2020 Abatement Application: Map 156, Lot 15, 46 Morgan Road

B. Water/Sewer Items - None

C. Licenses & Permits & Policies

1) License - Second Hand Dealer/Pawnbroker - Recore Trading Company LLC

2) Policy - Fund Balance Policy - Re-adopt

3) Policy - Investment Policy - Re-adopt

D. Donations - None

E. Acceptance of Minutes
Minutes of the May 25, 2021

F. Calendar

6/9 7:00 Planning Board - Buxton Meeting Room

6/14 7:00 Conservation Commission - Buxton Meeting Room

6/15 7:00 Board of Selectmen - BOS Meeting Room

6/16 6:00 Library Trustees - Hills Memorial Library

6/17 7:00 Benson Park Committee - Hudson Cable Access Center

6/21 7:00 Traffic Advisory Committee - Buxton Meeting Room

6/22 7:00 Board of Selectmen - BOS Meeting Room

7. At this point the Town Administrator read off Item 7A Old Business, votes taken after the nonpublic session of the May 25, 2021 Board of Selectmen meeting.

A. Votes taken after Nonpublic Session on May 25, 2021

1) Selectman Gagnon made a motion, seconded by Selectman Roy to bring back, Senior Services Coordinator Lori Bowen, from furlough status for up to 24 hours a week effective June 21, 2021. Carried 5-0.

- 2) Selectman Roy made a motion, seconded by Selectman McGrath to promote Sergeant Patrick McStravick to Lieutenant at \$91,607.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 4). This elevation in rank would be effective Thursday July 1, 2021. Carried 5-0.
- 3) Selectman Gagnon made a motion seconded by Selectman Roy to allow Chief Avery to recognize and award \$100 merit awards to Attorney Joe Tessier, Captain Dave Bianchi, Captain Tad Dionne, Captain Dave Cayot, Lieutenant Mike Davis, and Lieutenant Steve McElhinney, Lieutenant Roger Lamarche and Executive Coordinator Sherrie Kimball and a \$200 merit award to Animal Control Supervisor Jana McMillan. Carried 5-0.
- 4) Selectman Morin made a motion, seconded by selectman Roy to adjust Finance Director Lisa Labrie's salary from \$92,000 per year to \$96,000 per year, effective June 10, 2021. Carried 5-0.
- 5) Selectman Roy made a motion seconded by Selectman McGrath to move HCTV employee Michael Johnson from fulltime status to part time status with up to 20 hours a week. Carried 5-0.
- 6) Selectman Roy made a motion, seconded by Selectman Morin to seal the nonpublic meeting minutes of 5/25/21. Carried 5-0.
- 7) Motion to adjourn at 9:13 p.m. by Selectman Roy seconded by Selectman Morin Carried 5-0.

B. Benson Park Bathrooms

Chairman McGrath recognized Selectman Morin who said the Public Works Director was had made recommendations to us at our workshop in reference to the vandalism and the other destructive things that have been taking place at the bathrooms. And he suggested, if I remember correctly to close them at 6:00PM, the Town Administrator said, you are remembering correctly. Selectman Morin went on to say so I'd like to go forward with his wishes and have the Board approve that. Chairman McGrath said, okay so do you want to make a motion to that effect? Selectman Morin made a motion, seconded by Selectman Roy that starting June 9, 2021 the bathrooms at Benson's Park will be closed at 6:00PM and be open at the regular scheduled time. Chairman McGrath asked if there was any discussion. Selectman Gagnon was recognized and said Mr. Morin when would this end or is there an end in sight? Selectman Morin said at this point it would go through the summer and they close... The Town Administrator added at some point in time the hours adjust based on the park hours. So coming the fall the hours would be scaled back and then come the winter it's closed. Selectman Gagnon then asked so would we just have this go pretty much til winter or would we have a time to relook at this? Selectman Roy said that I think was the intent if I remember correctly. The Town Administrator said that was the intent. If Mr. Forrence sees a need to adjust he'll come back with a recommendation either go back to some other hours or keep it the way it is? Selectman Gagnon replied, understood, thank you very much. Seeing no further discussion a vote was taken. Carried 4-0. Chairman McGrath said so the Benson Park bathrooms will close at 6:00 PM starting tomorrow.

8. NEW BUSINESS

A. Purchase New Assessing Software

Chairman McGrath recognized Town Assessor Jim Michaud. Mr. Michaud started by saying good evening Board members. The Assessing Department is here with the IT Department to recommend that the Board proceed with replacement of our computer assisted mass appraisal software to replace our current vendor, Patriot Properties, with Vision Appraisal. You'll see VGSI and Vision Appraisal throughout the memo, it's just easier to say Vision sometimes and they're pretty much known by that. Mr. Michaud continued saying, in the budget process last year we had presented this proposal. The Board seemed amenable then to replacing our software. Our current software is built for a DOS environment and then kind of forced into a Windows environment. It's done okay for about 20 years but of late over the last one or two years we've been having a lot of issues. A lot of support calls. A lot of time involved with Hudson IT support as well. If you look around New Hampshire, in the memo I've laid out, there's over 57 communities that use Vision Appraisal software. The Town of Londonderry, in 2019, converted from Patriot to Vision Appraisal. The City of Rochester went an upgraded to a newer version of our current vendor, spent the money, the conversion did not go well. Then they spent the money again to convert to Vision. So I'd rather not have us go through that. Vision Appraisal is very active in the state. They not only sell their software they also conduct reevaluations. That could be a plus for us going forward. Larger communities, Londonderry, Manchester, Portsmouth, Keene, Concord, they're all running on Vision Appraisal software. In the packet you'll see they had a pretty deep bench of IT personnel, support staff, as well as appraisal staff. They've been in business for close to four decades. They're primarily in New England. They also do other parts of the country as well. We, Lisa Nute, Vin Guarino, and myself we went to Londonderry and we saw their software demonstration for the Town of Londonderry about two years ago. We've had good communications with them. I've been talking with them since last summer about potentially coming into Hudson. I have not talked to our current vendor about what our plans are. But I think it's a good time to be doing it, especially in light of the revaluation for next year. That's the perfect alignment to be replacing our software. We have a favorable recommendation from the Finance Director as well as our Town Attorney, Dave Lefevre, did review this. That was not in my memo. He did review all four contracts. He had two notations to make. I contacted Vision and they changed those two parts. They weren't fatal but they were just things that Dave Lefevre recommended. We're very excited to be changing to new software. No conversion will be done seamlessly. I'm sure we'll have hiccups but I'm confident in my staff, our IT Department and Vision, if it comes to be, that we would work through those items.

Chairman McGrath asked if there were any questions. Selectman Gagnon was recognized and said just two questions. Can you give us an idea of how this software blends with other Town software? I've heard word that it works well with other Town software that's helpful. Mr. Michaud responded saying. That's a very good question. We'd asked that questions to Vision last year and nothing has changed. It will merge well with our current Munismart operating software we have and when I say merge, I push data out of my existing software into Munismart so it hits the property tax module and also hits the same module of sewer utility, same module as the building permit module as far as ownership. So they work well with our current. They work well with a variety of different software packages that municipalities have just by virtue of the number of installations they have in the New England. It's over 450. So I'm confident that they'd merge well with our current software, and anything in the future. Selectman Gagnon then said second question there would be, you mentioned that next year we're doing a reassessment of the Town. Switching now you don't see any tight window to switch software, hopefully no hiccups and then prepare for the assessing? Mr. Michaud replied saying, so that's a very good question. So we're starting well in advance. We want to award this contract. They're not going to do all the work on July 1st. right. They're going to space it out and we're still using our existing software for purposed of the final tax billing of this year and the first tax bill of next year because you don't do a reassessment on the first bill you have to do it on the second bill, in between the bills. So we have plenty of time to do it without rushing through it. One of the

worst things you can do is award it in the same you that you're trying to go through your reevaluation. If you have a lot of staff it's great. But if you don't you want to give yourself enough time. You always want to build in some slack time and I think we definitely have that. We've been in touch with them again, since last summer. Actually, 2019, before last summer. So we've had many, many, many conversations. Both IT staff and myself with their staff. They're doing a reassessment this year in Manchester, getting off topic here from software but they're also doing a reassessment in Salem as well. So they're building up a good database of property sales that are occurring in southern New Hampshire. It's really important for commercial industrial. Selectman Gagnon replied, okay, thank you. That's all I had madam chair. Selectman Roy made a motion, seconded by Selectman Gagnon to waive the bid process and purchase v8 CAMA Software a Mass Appraisal Software from Vision Government Solutions, Inc. Carried 4-0.

Selectman Roy made a motion, seconded by Selectman Gagnon to authorize to expend \$60,000, using account #5410-252. The Town will not accept services or make payment prior to July 1, 2021 for this contract. Carried 4-0.

B. Contract Award - Public Utility Valuation Service

Chairman McGrath again recognized Town Assessor Jim Michaud who said, the next item is a proposal to continue with our current public utility valuation contractor George E. Sansoucy. This is a proposed five year contract that brings us through the reevaluation year of 2022 and they do a full appraisal and then it covers the updates that we do annually to our public utility valuations for '23, '24, '25 and '26 expecting that the next reassessment will be '27, or would have to be by 2027. George Sansoucy and his company have been doing the valuation on public utility property in Hudson since 1992, so before I got here. This is probably our third five year contract with them. They are the best in the state. They are usually winning every single case on public utility value. Even with our current case with Eversource we are going to pay them back some money, we would call that a win given the stakes that we had. That case is being heard by Supreme Court on one item this month. Back to George Sansoucy, it's a niche market of public utility valuation appraisers. It's not like finding a residential appraiser, you can find quite a few of those. He's an engineer by trade, he's also a certified general appraiser. He's got an excellent staff. We've done very well with them I'd like to continue using his services. He's certainly built up a database of information the last 30 years. Seeing no questions from the Board Selectman Roy made a motion, seconded by Selectman Gagnon to waive the bid process and award the 2022 Public Utility Revaluation contract to George E. Sansoucy, P.E., LLC in the sum of \$26,000 for year one (1) as recommended by the Chief Assessor Jim Michaud. Carried 4-0.

Selectman Roy made a motion, seconded by Selectman Gagnon to authorize the expenditure of \$26,100 from the Capital Reserve Fund for Future Property Revaluation. The Town will not accept service or make payment prior to July 1, 2021 for this contract. Carried 4-0.

C. Bid Recommendation - Hudson/Nashua Sewer Flume

Chairman McGrath recognized Town Engineer Elvis Dhima. Mr. Dhima started off saying I have five items in front of you tonight. The first one is the Hudson/Nashua sewer flume. 14 and 20 inch sewer mains. For the ones that don't know the way we get sewer from Hudson to Nashua is through a flume system that consists of two pipes. They were done in the 70's. Last year we hit the 50 year mark and did an evaluation which consisted of cleaning the pipes, running a camera and seeing what the conditions were. Overall it looked really good. Part of that assessment it was recommended that we line both of them to extend the life of these sewer pipes. That's exactly what we did last year. We

budgeted for it and we went out to bid. We carried \$250,000. We advertised for it. We got one bid at \$173,950. Vortex Services is a company that has 34 companies within it and one of those companies did the work last year for us for the cleaning and the assessment. So we thought we got a good number. So with that said I'm here in front of you tonight to ask you to approve this contract. It's a low bid. The only bid for that matter which is currently under budget. With that said I'll take any questions you may have. Selectman Morin was recognized and asked, will lining make it smaller? Mr. Dhima replied, it's minimal. It does make it small but it's minimum. The size of this liner, the thickness is about a quarter inch so we take into consideration about 18 or 14 inch it does take a little bit but it's significant. To your point, it would make it smaller but it would make the sewer go faster because it has a better friction. So overall we believe we are breaking even because we're increasing the efficiency of moving it. It's kind of self-cleaning because of the elevations but yes, to your point. It's taking away a little of the diameter but in return we put the friction in it we'll be alright. Selectman Morin then asked what the life span is. Mr. Dhima replied we're hoping for another 50 years. So I won't be around to do the inspection again, but you're more than welcome. Mr. Dhima then said, it was in great shape. I believe Selectman Morin was there to witness the overall. It was the first time we've done it. It was in good shape it's just inside there was a cement liner to help with the flow instead of being a ductile because a ductile gets in the way by the grease. So just some small pieces missing. So that's why we put the liner in so the sewer pipe itself does not get rotted. That's all. But we believe another 50 years. Not a problem. Seeing no further questions Selectman Morin made a motion, seconded by Selectman Gagnon to award the contract for lining both sewer siphons to Vortex Services, LLC, for the amount of not to exceed \$173,950, using the Sewer - Construction, Line Replacement #5564-640 as recommended by the Town Engineer, Public Works Director, and the Finance Director. Carried 4-0.

D. Bid Recommendation - Federal Street Sewage Pump Station

Town Engineer Elvis Dhima was again recognized and said the next item for you tonight is the Federal Street Sewage Pump Station contract award for design and construction services. As you probably witnessed in the past few years, we've been replacing and updating all the sewer pump stations throughout the site. We started with Industrial pump station. Last year we did Sagamore and this year we're trying to do Federal Street. This particular pump station is about 36 years old. It's running okay but it's in need of a full replacement update and basically planning for the next 50 years. We went out to bid. We got eight parties that joined the mandatory pre-bid. Out of that three of them put a bid on, starting with Interstate at \$138,000, Weston and Sampson about \$159,095, and Earth at \$169,500. We budgeted \$175,000 for it. Interstate Wastewater Specialist had the low bid and they qualified. This particular company did work for us last year at Sagamore Park. They did an excellent job. It's a small company with not a lot of overhead. Just a father son outfit with a lot of subcontractors that do the electrical work. They did a great job for us so with that said Public Works and Engineering is here to recommend to the Board of Selectmen to approve the contract to the low bid. With that I'll take any questions you might have. Selectman Morin was recognized and said, I just got to say if you've ever taken the time to go down into one of these pump stations you'd think the place was your house because they take such good care of the pump stations. It's unbelievable you get down there you're expecting and it's totally different. Very clean. So the way they keep them up I have no problem spending this money because I know we're gonna continue in the years doing a good job taking care of it. Chairman McGrath replied, that's good to know. Seeing no further questions Selectman Gagnon made a motion, seconded by Selectman Morin to approve the contract for design and construction services for the Federal Street Sewage Pump Station to the lowest bidder, Interstate & Wastewater Specialists, LLC for the amount, not to exceed \$138,000. To be paid for using FY22 money in account #5564-608, as recommended by the Town Engineer, Public Works Director and Finance Director. The Town will not accept service or make payment prior to July 1, 2021 for this contract. Carried 4-0.

E. Contract Award - Marsh Road Pump Station Design

Town Engineer Elvis Dhima was again recognized and said, as you know the Town of Hudson owns the water utility company that consists of the supply portion, which are the wells in Litchfield, and the distribution assets which consist of the pipes in the road, tanks and booster stations. We have a booster station at Marsh Road that controls the flow at the Marsh tank and the pressure for the Marsh area. So this particular booster station has a dual affect. It's a lung and a heart for that particular area. The entire system is underground. It's the only one we have in Town that's currently 100% underground and I mean the communications, the electrical, the pump station itself and the motors and the pumps. It's becoming a challenge to service this particular one because of confinement area. All the new requirements that are in place. It was very difficult to figure out what we have in place. It was one of those we really didn't know what we had in. so long story short, we were struggling to put in a request for proposal for this particular one. So I reached out to our operators right now, which is Weston & Sampson and Whitewater. We were able to put something together. Basically it's what we feel si the way to go. Which consists of designing a brand new state of the art facility adjacent to it. Keeping the system operational and then when we're done we do a live bypass without interrupting services in the area. We budgeted \$100,000 for it. The proposal is at \$82,500. With that said, I'm here in front of you tonight to ask you for two things. The first motion is to sole source this to our current operators and the second one is to basically award the contract and the proposal to Whitewater and Wesson & Sampson for the design services. The Town Administrator added, and this is born entirely by the water utility so this does not affect the tax payer. It's bore by the water utility folks which they pay through their water rates. Mr. Dhima said, correct. And we budget for this particular item \$100,000. So it's under budget. They've done work for us in the past. They're currently doing it right now. It's a multitask thing. So we believe that it's going to be like a hands on design and where we don't like change orders I felt like this was the best way to handle this particular one. With that said I'll take any question you may have.

Selectman Roy was recognized and said so will this improve the water pressure to homes in that area? Mr. Dhima replied, it could be something we can look at absolutely. Right now it's all underground. The pumps are going to be above ground. That's something we can analyze. What we don't want to do is increase it too much where we're blowing up everyone at the bottom of the line. Selectman Roy said I'm talking about some homes at the top. Mr. Dhima said the system gets longer and as it gets longer things change. We had this issue with Windham Booster Station. We did an overall rebuild of that. We haven't had an issue ever since. That can absolutely be looked at. Absolutely. So what we'll do is we look at the pressure at the bottom of the system and the top. Things have changed. It used to be 20psi that was the requirement. The new code now requires 40. So trying to match new versus the old line. But that's something we can look into as we design the new pumps absolutely. I just don't want to blow everyone at the bottom and tell them they're going to need a pressure reducing valve. Selectman Roy replied, I get it. Mr. Dhima went on to say absolutely to your point we will assess that absolutely. Seeing no further questions Selectman Morin made a motion, seconded by Selectman Roy to waive the bidding process and sole source this work to Whitewater, Inc. and Weston & Sampson, Inc. Whitewater is our current water operation company and Weston & Sampson has successfully performed similar services on the Windham Booster Station, Weinstein & Dame Wells and Taylor Fall's Transmission repairs. Their quote is less than the budgeted amount for this project. Carried 4-0.

Selectman Morin made a motion, seconded by Selectman Roy to approve the contract for design services for the Marsh Road Booster Station to Whitewater, Inc. and Weston & Sampson, Inc. for the not to exceed amount of \$82,500 to be paid for using the FY22 budget in account #5592-401 as recommended by the Town Engineer, Public Works Director and Finance Director. The Town will not accept service or make payment prior to July 1, 2021. Carried 4-0.

F. Contract Award - Infiltration and Inflow Sub System 4 & 9

Mr. Dhima was again recognized and said infiltration and inflow this is the water that comes into the sewer pipes. This has to do with illegal connections, foundations, the catch basins that could be connected or just a broken pipe. So what we try to do is keep the clean water out of the sewer. Every time we do that we basically increase the capacity of the sewer into Town. So what we have done in 2016 we started infiltration and inflow for the entire Town of Hudson. So we identify nine subsystems. Overall systems. Overall the system is in good shape but there is some areas that need to be addressed. We've been doing that. Currently we're doing the second out of the nine subsystems. That were identified in the master plan and we'd like to do a bit more. In January 2021 the Board of Selectmen accepted \$30,000 towards infiltration and inflow by one of the developers and we'd like to use that money for additional infiltration and inflow. Last year we went out to bid and Fuss & O'Neil was the one we picked. They're currently doing the work right now. I'm here in front of you tonight to ask you for two things. First to sole source this to Fuss & O'Neil which is the same company that's doing the work right now and second to use donation money to do two additional subsystems which is four and nine. The intent is to identify and hopefully fix those issues when we find them. The contractor, the engineering firm, they help us with those services. With that said, I'll take any questions you may have. Selectman Roy was recognized and said did you say there was a donation? The Town Administrator said, if you recall when the Town approved the sewer on Greeley Street there as a \$30,000 donation to the inflow infiltration program. He's recommending we use that money to do an analysis of substations four and nine. Mr. Dhima added, so its donation money we're using, it's not taxpayers. Selectman Gagnon made a motion, seconded by Selectman Morin to waive the bid process and sole source this work to Fuss & O'Neil, Inc. They won the last bid for this work in 2020 and have been doing this work for the Town since 2016. Carried 4-0.

Selectman Gagnon made a motion, seconded by Selectman Roy to approve the contract for inspectional services for Subsystem 4 & 9 to Fuss & O'Neil, Inc. for the amount not to exceed, \$29,431 using account #5564-625. The Town will not accept service or make payment prior to July 1, 2022 for this contract. Carried 4-0.

G. Conservation Commission Purchase 16 and 25 Robinson Pond Drive

Town Engineer Elvis Dhima was again recognized and Mr. Dhima said, if it's okay with the Board I'd like to recognize Conservation Commission Chairman, Mr. Collins for this item in front of you tonight. Mr. Dhima continued saying, the last item from us tonight will be 16 and 25 Robinson Pond Drive purchase. This was identified by the Conservation Commission as a high priority. It consists of about 36 acres. One of these is adjacent to Robinson Pond and has approximately about a mile of frontage on it. We believe this would be a great purchase for the Town of Hudson. We have identified a need for some language related to the driveway associated with this lot. We hired an engineering firm to help us draft that and the Town Counsel has helped draft everything and it was reviewed and signed by the owner. So with that said we're in front of you tonight to take any questions you have an ask for your permission to authorize Mr. Malizia to sign the purchase and sales agreement for both lots. Selectman Morin was recognized and said I'd just like to say the Conservation Committee been working on this for a long time. They've put a lot of time and effort into it. The driveway that Mr. Dhima had talked about was a sticking point but they worked through that with the owner to get that moving. It's also near Robinson Pond which we already have some conservation land which is gonna connect it all up so it's a win win for everybody with this piece of property. Chairman McGrath said it looks like a really substantial piece of property and right on Robinson Pond. Mr. Collins spoke up saying yeah it's a very beneficial property to the Town for recreational purposes, water protection. We put a lot of money annually, into Robinson Pond and Atonic Pond for weed control and things like this. So having it not developed will help minimize nutrient loading and things along that line.

Selectman Gagnon was recognized and said I mirror what Mr. Morin said. Excellent work and also certainly a long drawn process. One question I had is there any discussion or in the deed, easements, for connection? Because I know where the property is and I know where the Town recreational property is and there's some middle ground. Is there an easement so that Town residents can go from the recreational property to this property currently? Mr. Dhima replied, not at this time. But that's our intent and again this is one part of it. There's a middle piece, as you're aware, and then there's the one that it's basically by the fire station/rec area. I think they're working towards a bigger master plan. This is the first step. That is the intent though down the road. Mr. Collins added, the big thing with this property was getting through the easement language and having it accepted by the owner of the property. Making him feel comfortable with how we were going to move forward with it for later on. He's fully aware that it won't be a paved road or anything beyond what's happening today. And he's happy with that. So this gave us a good learning tool for the next piece of property we're going to talk to. That one will hopefully be in about a month or two. Selectman Gagnon made a motion seconded by Selectman Morin to approve and authorize the Town Administrator to sign the purchase and sale agreement for 16 and 25 Robinson Pond Drive, for the amount not to exceed \$490,000 as recommended by the Conservation Commission and the Town Engineer. Carried 4-0.

H. Covid-19 Best Practices

Chairman McGrath recognized Chief Buxton who said good evening members of the Board. I'm happy to be with you to probably give you my last Covid-19 update so kind of excited about this evening. As the pandemic, we move into the demobilization portion of this process, certainly the State has moved onto a best practices stance for the Covid-19 restrictions. At the beginning of May the Town has reduced its continuity of operations plan starting on June 1st and our numbers continue to move downward. Today New Hampshire had 353 active cases of Covid-19 with 26 folks in the hospital. Our positivity rate over seven days was down to 1.6. That's the lowest it's been in several months. Hillsborough County is down under 100 which I can't remember the last time I saw that and Hudson sits at nine. So we're really starting to see some positives signs. I'd like to ask the Board, as we did when we were going into this, now we need to undo actions that we did. So I'd like to ask the Board's consideration tonight to recommend moving away from the mandatory masking within the Town facilities and move that back to a recommended practice as that is still the best practice that the Government is recommending at this point. And ultimately sun setting any of our mandatory masking requirements for board and commission meetings in the facility and in the workspace. So that would be my first recommendation. My second recommendation I make this evening is that we close the Covid-19 dashboard. As you're all aware and receive the daily update we've been tracking exposures and sick leave for quite some time now. For the last 14 days we haven't had any exposures here on the workforce and any sick leave that we had has not been attributed to Covid-19 it's been mostly seasonal allergies. So that's kind of where everybody's at at this point. So if the Board's amendable to those changes I'd like to see those actually start tomorrow June 9th as we move forward and off into the summer season. So that's my recommendation this evening. Selectman Roy was recognized and asked so will EOC remain open for monitoring? Chief Buxton replied, because of the funding that's attached to some of those things that we're still working through the FEMA requirements my recommendation is we still monitor. We're still doing our every other week call with the State and we monitor the practices that's going on up there so we watch the activity as it moves forward. My recommendation is we leave it at that point so we still have that contact point with the State each day.

Selectman Gagnon was recognized and said, so Chief, this potential motion talks about just masks only, just sun setting that. For my own knowledge are also sun setting the social distancing and other practices and going back? Chief Buxton replied, it's a great question. We're sun setting the masking requirement. We're asking folks to continue to follow the best practice which is the social distancing, especially when you're in mixed parties. You don't necessarily know who's been vaccinated, who's not been vaccinated so we're really asking you to continue to try to social distance. We're not gonna limit capacities on rooms or anything like that anything more than we would for life safety normally.

You know but we'll be back to normal business for the most part. Selectman Gagnon then asked and there won't be a differentiation between if you're vaccinated this is the recommendation if you're not this is the recommendation. Chief Buxton replied we don't go around and ask to see vaccine cards so that's not something we do. Selectman Gagnon said one last question Madame Chair, and I'm not sure you know the answer to this maybe it's to the Board, during Covid we had digital meetings and links to various meetings and so forth. Is the recommendation to kind of again sunset that because it's no longer needed or is that going to be something that stays around? Chief Buxton replied, that actually has been sun-setted as of this moment. Starting I believe June 1st.

Selectman Morin said do you want to change the motion to 7:44PM for the masks? Chief Buxton replied it's your motion, you can do what you want and I certainly won't get in the way. Selectman Morin made a motion, seconded by Selectman Roy to approve the Covid-19 sun setting of masking requirements as of 7:45PM this date and the Covid-1-9 dashboard as recommended by the Fire Chief. Carried 4-0. Chairman McGrath said motion has passed and I am removing my mask. Hallelujah.

I. American Rescue Plan

Chief Buxton was again recognized and said this evening I'm really here to basically start a discussion with you surrounding the American Rescue Plan Act of 2021. In early March we certainly saw this start moving down a path in regards to becoming a reality. And really waited for guidance to come out from the federal government. So we got only the way the federal government can put it, we got temporary file guidance. So I'm not really sure what that means but that was the title of the document that was 152 pages long. We put it through the Emergency Operations Center and kind of digested it as to what that means. So this evening what we're talking about is the program highlights. There's 350 billion dollars in emergency funding. There's 65 billion in direct aid. Metro areas will be receiving direct influx of cash to them as a city and anybody under 50,000 will received their distribution from the State if they request it. So programing will run from March 2021 through December 2024. So just that time period alone should tell you that this is a similar program to what we saw with GOFFER but a different program because it allows us to take a deep breath and really start thinking strategically about how to utilize the funds and offset costs that could be coming down the road. Hudson is slated at this point to get approximately 2.5 million dollars if we request it. So those are the highlights of the program and I'm certainly, what could the money be used for? How could the money be utilized? Besides the record keeping which will fall under a lot of what we've done with the FEMA program already in that reporting there are possible uses. Public health costs are the first thing. Anything that is really impact of the economy. So New Hampshire is very, very fortunate if you look at the fact that we have one of if not the lowest unemployment rate in the country at this point. Our revenue streams really have been stable even through Covid. So that certainly is one area we can look at. Lost public revenue, again, Hudson is really in very good shape. I think there was that point where we all took a breath when we sent out tax bills last year and said what does that look like for us for a liability and we're very, very fortunate. This community stayed current with their taxing and stuff. So our revenue stream has been very strong. We remained open so Town Hall, although we had some continuity of operations stuff in regards to how the foot traffic flowed and how many people were there to register your cars and stuff through the continuity of operations plan, we stayed open. A lot of other municipalities did not. I think the City of Nashua is actually celebrating the opening of their city hall I think Thursday of this week potentially. So you know when you think about the service that the Town Clerks office has been providing since the Covid-19 incident started, we've really seen a lot of influx in here for those nonessential things that they provide there. Which has helped our revenue actually increase. Not decrease. Those types of things. There is an option in there for premium pay for essential workers which we haven't explored yet but probably one of the biggest areas that I wanted to bring your attention to is the investment in infrastructure and what does that look like. Okay? How do we really master plan this and look at this in a big picture point. We did have a default budget this year. So is there an opportunity to look at things like, I think there was a culvert design for first brook. That might be an opportunity for us to look at. Is

there an opportunity for us to review the warrant article that was written for the PD renovation and look at filtration and HVAC work and try to remove that from that project, earmark that money and then reduce the overall cost? I know that I talked with Steve and I know we should really examine potentially the heating and cooling at the Community Center. That's getting a little long in the tooth. Really try to take a global review. These are just things that we've kicked around over half an hour, an hour. I think we really need to employ the Department Heads and really say to them hey what are some ideas that you see coming forward? We need to have the money allocated by 2024 and then you have an additional two years to spend it after that. So the programing, although new projects can't come in after December of 2024, you're gonna have another two years to complete those projects. So we have a really good opportunity here to really utilize the monies that are out there an offset some things so they don't end up on the tax roll moving forward. I think that's critical for where we're at and what we need to do.

Chief Buxton went on to say, what are the steps? You know really work with Department Heads to look at needs analysis. Identify the appropriate projects. What are the risk benefits? What's the return on the investment? Certainly these aren't little small projects. There are big, big projects that come off the tax base and keep the tax rate flat. So really looking to do those correctly. I need to identify that the record keeping and documentation piece is, we've been doing this now for a little over a year through the FEMA process. It's a very detailed piece so we really need to identify a working group that's going to pull this all together and move it forward in one direction. It's not like you just put in a grant application and then you track it as a normal grant. It doesn't work that way. I can tell you we're still dealing with FEMA right now. Tracking certain things and recovering monies and so forth. It's a very time consuming process. Possible actionable items I ask you about tonight. Board always has the option for saying hey, we don't want to petition for the money. The reality is its 2.5 million dollars and if we don't use it they're going to take our portion of the money and give it to somebody else, right? So the reality is that you need to say hey we have interest in exploring how to secure those funds and ask for our piece and what does that look like. Steve put me on contact with Representative Ober who has let us know that the State is actually going to bring in a consultant to just work for the municipalities answering questions. Like the documents and the guidance changes every day. If you remember me talking back at the beginning of Covid we talked about the guidance documents were changing every 15 minutes. This is kind of as we settle into this process this is no different and we need to be nimble. We need to be able to move. But they're going to give us some help from their end of the money the State is receiving there. Talk about identifying potentially a working group and identifying stakeholders that need to come together. I think this is a great opportunity to continue our partnership with the School District. Reach out and continue to grow our partnership with the Chamber of Commerce and the business community. I think there's some really good things we can leverage. So many hands make light work right? So and we kind of move from there. And then come back and say what are your expectations which is scheduling and how does that all work and what does that look like long-term. This isn't a project that's going to be over in 12 months. This is a project that's going to take some time. The State of New Hampshire is actually has a trailer to this year's budget bill that will provide where a senate bill to community. So there needs to be an opportunity for them to allow us to spend it without having hold special town meetings and those types of things. I think we need to engage the public but we need to make sure those legislative actions are there so we can utilize the monies and get the projects complete. So I think there's a lot of opportunity I put in front of you this evening as an opportunity and go from there.

Chairman McGrath asked is this something, some of the funding, if we decided to expand Town Hall, is that something that that funding could be used for? Chief Buxton replied, I think certainly something to explore. You know and I think that type of project you may not get a full allotment I think you may get certain percentages of that. They're pushing HVAC work and filtration quite extensively. They talk about providing more opportunities for wireless internet and all those types of things. So there's some public safety stuff that still needs to be done. So there's some opportunity there and I think that those are the ideas that we need to get brought to the group and really looked at.

Selectman Roy was recognized and said, I have a few questions. So the 2.5 million is that for both the Town and the business side of it or is the 2.5 million just for the Town? Chief Buxton replied, no, so that is the 2.5 that is coming for the community. That's a great question. I do know there's a different funding mechanism for the schools. And we've had some brief conversation with the School District but exactly how we spread the money out and do those types of things, that's why I'm kind of recommending we get as many stakeholders in the room to have the conversation so when we put a plan in front of you we can say hey, we want to put this percentage of the money aside for small business. We want to put this money for recreation. We want to put this amount of money for infrastructure. Those types of things. I think that those are the ideas we need to get up on a board somewhere, rank them, and figure that out and bring it back to the Board for endorsement. Selectman Roy then said, okay, so you talked about adjusting the negative economic impact so if things start to change and sort of go south, we still have an opportunity between 2021 and 2024 to try to recoup some of those losses? Chief Buxton replied, yes. Selectman Roy then asked, is this all being done through grant process for us? Chief Buxton replied for us, what will end up happening is we basically would receive a check and we would set up our own accounting internally and then we would report back to the federal government how we spent it. The state is getting the money in and we'll do a withdrawal from them, it will come here, we'll spend the money and then we have to report out our projects at the end. There are two projects that we can't necessarily spend money on. One is direct pension offsetting. Cost offsetting. And number two is we can't give basically tax cuts out with it. So those are the two things we can't do with it. But there's a pretty wide brush there of project type that we can really look at. Selectman Roy then said, I just want to make sure that I'm clear, and you would want to just keep the structure that we formed during GOFFER in place and flow through the same way. Chief Buxton replied saying, I think because of the reporting documents and the tracking of stuff I think the cleaner we keep it in the GOFFER process worked, the better off we're gonna be. I can tell you that each and every day we learn a nuance from the federal government and dealing with reimbursements. So certainly if this Board decided they didn't want to utilize what we did for GOFFER and they want to go a different path that is certainly your call. We would pass that knowledge along. We tracked all the records. All the PO's went through the normal finance process. All the billables, all the reporting requirements came, we put them together as a package through FEMA as we would with any snow storm. The pandemic is just a bigger snow storm. Then we just submitted them at the end. It will be reported at the end, it won't be at the beginning. It won't be to get money back. So you're not going to be outlaying Town money on the front end and then wait for money to come back. You're gonna get an allotment of money that you're gonna spend and then you put a package together and send it back to them. Selectman Roy said my final question is the working group that you're talking about. What do you envision that looking like? Chief Buxton replied, that's a great question. I think that we need a few folks. A couple representatives from the Board. I think we need the Town Administrator, the Finance Director. I think it'd be very important to have the Town Planner engaged. He's responsible to master plan for the community. I think that the business and the School representatives need to be in the room and I think you need to have a good strong sub group of that which would be the Department Heads putting the projects together. Then bring it and rank it and figure it out and they implement it. With this Board being the authority over that for expenses through your normal purchasing practices. We have a lot of stuff set up from the GOFFER days. That's my vision. If you guys decide to tweak that it's up to you.

Selectman Roy then asked when do you think we should start that process of forming the group and having a start, at least initially, putting some things together? Chief Buxton replied saying for the first time in 18 months I'll be leaving Sunday for vacation. So I would prefer we not start this week. But all kidding aside we're coming into a busy cycle here. I was talking with Selectman Gagnon before the meeting, as we go to close out FY21 the Department Heads are certainly busy doing those types of things. They we're going to start up the next budget July 1st. I think the reality is that as we get out to the end of July, beginning of August, that's a good time period to kind of bring that group together. You folks can have some conversation amongst yourselves. You'll potentially have a fifth member here and we kind of move forward and I can work with Steve on that scheduling piece. That would be my visual.

Selectman Gagnon was recognized and said, you did a great job Selectman Roy. You did answer my questions I had wrote down. The only two I had left and I think you might have touched on this closing out with Mrs. Roy, is there a cost to prepare this work? Chief Buxton said you're paying a labor force today as we sit here. So you would be using that labor pool to complete that work and put those proposals together. No different than if we asked the Town Engineer to prepare an RFP for the culvert review. He would prepare a review of review of what has been done and those types of things. So there would be no funds expended for like a clerk of the works or anything like that. We'd work it through normal purchasing. If you identified a construction project that we were gonna do that was outside the realm of what we could handle then you would have to build that into the process. The state of New Hampshire, and this is a rule from the federal government so I'm using the state of New Hampshire as an example here, not that they would ever attempt to do this but, they get the money and it's a clear distribution down to us. They don't have any ability to set a fee on that or give us any additional guidance or anything like that. There's truly a through funding that comes from them to the state and then to the local communities. So whatever the federal government sets for rules, that's what we're going to have to absorb and move with. I know there's been a couple nuances there that the Governor has not been quite a fan of but that's where it's at. Selectman Gagnon replied, thank you Chief. One last question, I think you touched upon this. You know, you talked about the 2.5 million dollars for the community and you just said it's kind of trickling down from the state, you know, what guarantee do we have, you said that if we don't take it we lose it kind of thing. But do we actually still have to apply for that and there's still a possibility we may not get it? Chief Buxton replied, no so the money, the state is getting an allotment that's built off the, and I might get the wrong year, so please don't hang me on this one, but I think it was the 2010 census. That's the way they're formulating their number for the amount that the community is allowed to get. That's where they're moving forward with that. It's a formula they put together. The states get the distribution then it comes down to us. It was a federal rule all the way at the top that kind of said the way the figures were going to be figured out. Selectman Gagnon responded okay so we just simply request it and they've already paired it for us for the most part. Chief Buxton replied, I'm sure there will be a couple more steps for me to take but yes, it's nice to think that way.

Chairman McGrath asked, do you need a motion from us Chief? Chief Buxton replied, just an endorsement for me to move forward is fine with me. The Board was all in agreeance that Chief Buxton should move forward with this and they thanked the Chief for his time.

Selectman Morin said, before we kick him loose, the last Covid clinic was held yesterday? How many did you end up with Chief? Chief Buxton replied, 480 students. Somewhere in that realm. And we punted on Sunday, called the Superintendent about 3:00pm and said Memorial is going to be a little bit of a challenge tomorrow afternoon, what is the opportunity of utilizing the new CTE because it's air conditioned. Superintendent, the current interim principal and the CTE director and Principal Beals all got together, worked it out and brought it all together. It really worked great. We got the notification out to the public. Everyone showed up and it was a good process. So we're very, very thankful. We had great partners all the way through the Covid-19 event. Made some great stakeholder notifications or networking abilities with Walgreens and with a company by the name of Fire Med and they were outstanding. It was good relationship. Selectman Morin said, he just took everything I was gonna say, but that's okay. But one thing we do have to recognize is he put everything together. We had a total of three clinics that the Chief put everything together which made a huge difference in the community with people getting vaccinated. We thank you for that Chief. That made a huge difference. What did you end up total people through the three? Chief said, that's a great question. We started drafting the numbers out but between the three we're somewhere between 1600-1700 people between the first responder vaccine clinic, then we had the teaching staff, then we had the high school and then the 12 plus and each of those clinics, as they do, they morph into their own being, right. So because as vaccine that was very hard to come by at the beginning became more plentiful as we move forward as each of the student vaccine clinics happened we had opportunities to vaccinate parents that hadn't been vaccinated yet that happened to be bringing their child forward because we had extra vaccine that needed to get used. So there are points that I think I joked with somebody we should be out on the edge or 102 holding up a sign free vaccine but the reality is, being able to engage the community

was great. It was a wonderful effort so very thankful. Selectman Morin said, and again, he spearheaded this but he had his two deputy chiefs that attended every time. Mickey Rudolph, I believe, was there for all of them and then you had firefighters filling in at the other position. So we appreciate everything that got done with that. Chief Buxton said, probably just the last kudo, because it was a lot of Fire Department staff there, I can't say enough about the school. One of the things that we really didn't even have to force, they asked, and they were like what do you need? I said we're gonna need about a half a dozen to 10 volunteers. You put the schedule together. They did an outstanding job all the way around. They handled the scheduling once we identified the number. They took care of the communication for the student signing up for their appointments and all those things. So it was great.

Chairman McGrath then said, I have something I'd like to add. I think you know, in addition to all of the accolades for everyone else, but the Fire Department really deserves all of our appreciation and respect for getting this put together and being concerned for the health and safety for our residents, which I know from personal experience but I know that others too have experienced it and we're very fortunate in Hudson to have a Fire Department, and our Police Department as well. A big thank you.

J. Moderator Update on Voting Audit

Chairman McGrath recognized Town Moderator Paul Inderbitzen. Mr. Inderbitzen said thank you for this time. I wanted to bring you and the public that watches this a little up to date on the Windham election audit so you can have the information if people ask you questions about it. There's a lot of misinformation out there, as you know, about a lot of things, but in particular about this and how it all went. I had the opportunity to volunteer for the Attorney General for the audit of the Windham presidential election. It was a very transparent and thorough process. I'm glad we don't do our counts that way. There were cameras everywhere documenting every single process. Every ballot was scanned, run through all four of their machines and hand counted twice. You can access all those ballot pictures, the tally sheets, the machine tapes are all online at the Attorney Generals website. So if you want to look at 9,800 ballots or whatever it is, you can look at every one of them if you want. It was a very interesting process. While the final report has not been submitted, I can tell you from my experience up there that the variance between the machine count and the hand count became very apparent of the examination of the ballots. Absentee ballots are provided by the state for state elections and each one for the absentees are scored so they can be folded and put into envelopes. Those score marks are specifically designed so they don't go through any names or bubbles so it's in between. They don't go through any office or candidate. Most towns hand fold their ballots along the score lines and Windham's case they happen to have a folding machine they use for their bills and taxes and all of that. To save time, because there were so many absentee ballots, they use the folding machine to fold their ballots. Unfortunately the machine doesn't fold along the score lines. So what happened was one of the folds on a good portion of the absentees went right through a candidate's name and the bubble. It's interesting because if you fold card stock there's a little wrinkle in the fold. Well the optical readers on our machines can read that as a mark. The group I was in, we had many of the absentee ballots and the fold through was obvious. They tested this to make sure that's what was going on. Even though it's not filled in with pen the optical reader read it as a mark. As a vote for that candidate. It was all through one particular candidate on the ballot. Windham has only four state representatives this occurred only in the state representative office. None of the other offices were affected. Let me see if I can explain it. If you voted for four candidates which you could in Windham for representative and then the fold through was on the next candidate down you'd get four votes and if the machine picked up the fold wrinkle as a ballot that would be five. That's an over vote and it would blank that ballot. The

Moderator continued saying, on a hand count that would be picked up very quickly because we'd see four vote filled in with the pen because you wouldn't get the folded spot. That would explain why some of the candidates picked more votes on a hand count because a whole lot of those absentee ballots blanked. On the tapes from the machine there's a huge number of blanks for the state reps only. All

the other offices the ones audited, matched both the machine and the hand count matched. Mr. Inderbitzen closed saying it confirmed the integrity of our current system but also showed that we do need to update our voting technology infrastructure. I'll be coming back and talking to you about possible e-poll books, a whole system. We're looking at that. And as soon as the state decides, new voting machines. That will be digital, not optical. They have to decide what voting machine we can get or which ones we can get. We went to a demo of four or five of them a few years ago. The state still hasn't decided what they're going to use, we're waiting to hear, I'll be coming back to you on that. The other one is the e-poll books which will eliminate paging through of the checklist as people do it. You either start typing their name and it pops up or you can scan the code on the back of their license. That will eliminate the ABCD lines. You just go like Disney to the next one in line. And once you're checked in, nobody else can check you in again. Even with two locations we'll be able to do that. The Board thanked Mr. Inderbitzen for the update.

Selectman Gagnon was recognized and said just a statement, thank you for volunteering. That sounds like an incredible process. I'm sure it gave you insight in how to do elections. Even though they're good, but even better in Hudson. So thank you for all that time you've volunteered. The Moderator responded it's only one day. Some people were up there three or four days. It was a good process. The Attorney General, not the Secretary of State. That's where they'd done the recount.

K. Revenues and Expenditures

Chairman McGrath recognized the Town Administrator who said the report is through May 31st which is basically 11 months or 92%. We're just about on track for that. We may end up with a very small surplus of funds at the end of the year. Well, under expenditure. But we have to wait and see what encumbrances and what earned time looks like. That will be at the next meeting. Autos continue to do very well. We talked briefly earlier about revenue. Didn't appear to drop off in this town. We're probably going to be \$600K over the auto budget which is really good for the bottom line. I also took a look earlier. Ambulances are right on track. We're a month or two behind billing but that looks good. And the state revenues we budgeted we got. So we didn't see any drop off from the state. At some point there was some concern that maybe rooms and meals or the highway block grant. Right on track so I was happy to see that. So I thought that was important to bring it to everyone's attention from a revenue perspective Hudson seemed to weather this year pretty well. Again with the expense side, we run lean budgets, so 28 million dollar budget, a hundred thousand or so leftover at the end is pretty lean. But we'll have encumbrances and earned time on the next meeting. And earned time is basically if we need to go to the fund to cover some of the payouts we have for folks leaving employment or earned time cash outs. But I'll leave that for the next meeting.

9. Other Business/Remarks by Selectmen

Selectman Gagnon: No remarks tonight. Thank you Madame Chair.

Selectman Roy: So I only have one thing. The Professional Firefighter's of Hudson annually do a fundraiser for MDA Muscular Dystrophy Association. They do the Boot Drive. They didn't do it last year because of Covid but they want to do it again this year. They're looking for, Chief, three dates?, June 19th, July 30th and August 27th. They will comply with all the Covid restrictions. They will interfere as little as possible with traffic and they will also be covered by the MDA insurance policy in case somebody gets hurt. There's specific people that are covered by that. I'm sure that Chief will make sure that all those people that do that actual fundraising will be covered. So I think, do we need a motion Chief? The Town Administrator said I recommend you do a motion. Selectman Roy made a

motion, seconded by Selectman Morin to approve the Professional Firefighters MDA Boot Drive on 6/19, 7/30 and 8/27 from 9:00AM to Noon time. Selectman Morin asked where are they doing it? Right out here? It's a normal thing. It's at the same intersections. They all wear traffic vests, Motion carried 4-0.

Selectman Morin: Selectman Roy and myself attended the Memorial Day services. It was pretty well attended. It wasn't long but it was very good. They had a great speaker, General I don't remember his name, but he was very good. They're looking forward to hopefully having the parade and the ceremony next year. The only other thing I've got is with school ending this week, we've got a group in Town that we kind of forget about. Which is our school crossing guards. I just want to thank them. A tough year for them as it was for us where they weren't working but I appreciate all their work. I understand they had a pretty close call this week with one crossing guard. So I want to thank them for everything they do. Chairman McGrath echoed Selectman Morin's comments.

Chairman McGrath: I don't have any comments to add.

12. ADJOURNMENT

Motion to adjourn at 8:22 p.m. by Selectman Roy seconded by Selectman Gagnon. Carried 4-0.

Recorded by HCTV and transcribed by Jill Laffin, Executive Assistant.

Marilyn E. McGrath, Chairman

David Morin, Selectman

Kara Roy, Selectman

Brett Gagnon, Selectman